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FORM 220-1

INSTALLATION AND SERVICE DIVISION

RCA MANUFACTURING CO., INC.

CAMDEN, N. J.

CLASSIFICATION: RCA MAGIC SCREEN — DATE Rec'd in Office 9/6/41

SUBJECT: INSTALLATION INSTRUCTIONS — NUMBER SL-2010-1.4

1. Remove old screen. Remove dust from masking and screen frame. Lacing new screen will be easier if hooks are 6" apart and corner hooks are 3" from inside frame corners. The stage floor should be swept clean before unpacking new screen.

2. To remove screen from shipping container, remove both round wood end plugs. Pull screen out of container. Keep container and screen flat on floor when this is being done. Do not raise either end when it is being pulled out of container. Grasp screen roll by ends only. Do not crush roll.

3. Remove outer wrapper from screen. Make sure persons hanging screen have clean hands and clean garments to prevent soiling screen during installation. Remove the lacing cord supplied from inside of screen roll.

4. Determine space desired between top edge of screen and inside of screen frame while screen is on floor. Tie a knot in each pair of suspension straps which will temporarily suspend the screen at the proper distance from top inner edge of screen frame.

5. Place a step ladder of adequate height at one side of screen frame. To raise screen, grasp firmly by the temporary suspension straps and top webbing. One man may easily take the top end up the ladder while another holds the screen by the bottom edge webbing. Do not grasp the screen roll at the center or anywhere except by the top and bottom webbing. Place the first temporary suspension strap over lacing hook at proper point. Then slowly unroll screen until next suspension strap can be hooked, and so on until entire screen is unrolled and hanging by the temporary suspension straps.

6. Square screen in frame. Cut four pieces of old lacing cord and tie off all four corners with a temporary triangular tie off. If the lacing hooks are properly spaced, the screen grommets may be aligned for "loop" lacing or "stagger" lacing. In the event alignment difficulties are encountered, it may be necessary to use both methods, that is, "stagger" at top and bottom, and "loop" at sides. In both cases, triangular tie offs should begin and end each cord at its respective corner.

7. Unroll the new hanks of lacing cord by having one man hold one end while another walks up theatre aisle unrolling the hank. Stretch the cord by pulling on both ends. Care should be used to keep cord clean. Gather cord in large loops and proceed to lace in screen.

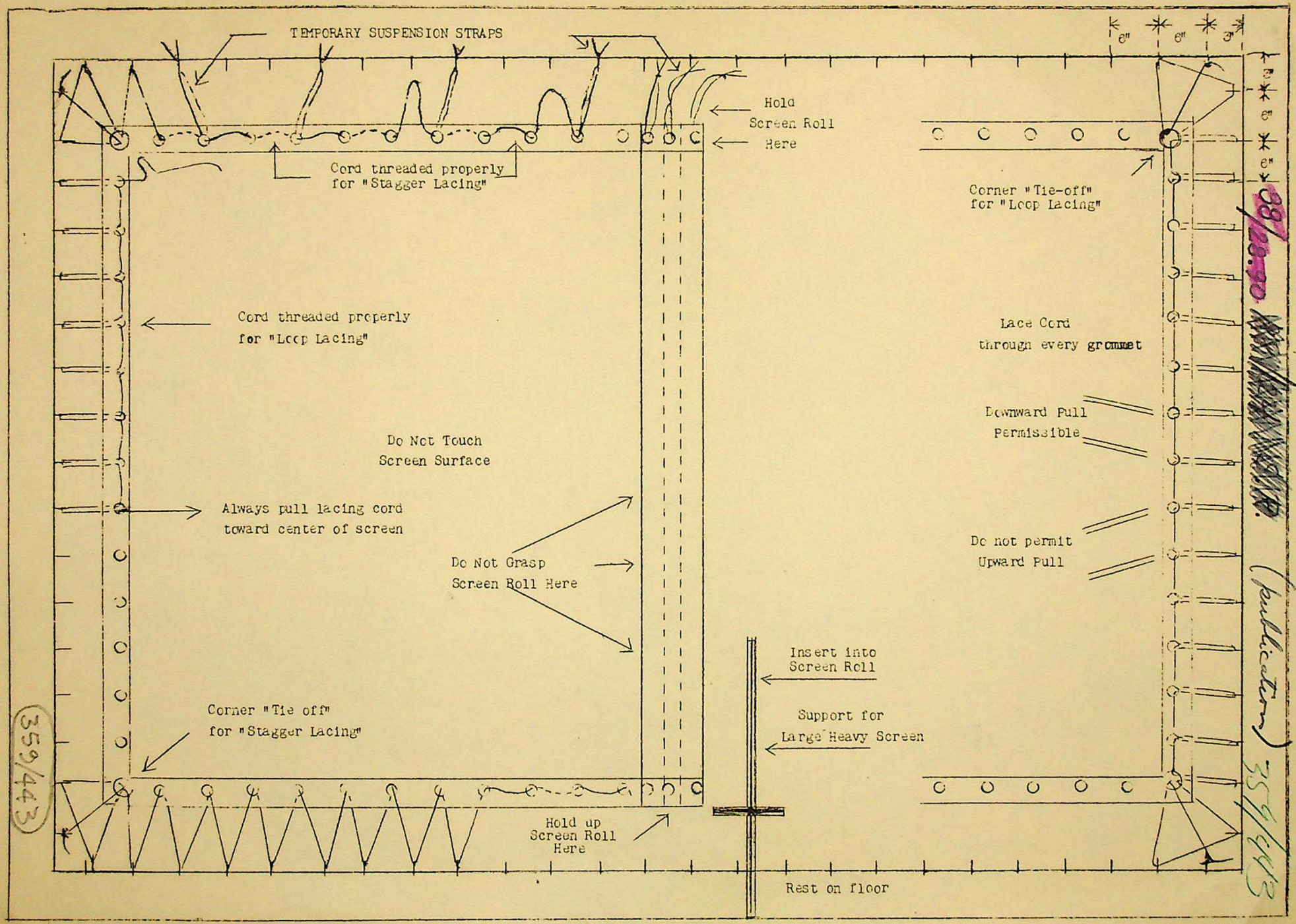
8. Begin lacing at top left corner by making a triangular tie to corner grommet. When lacing screen always grasp webbing with one hand to pull screen up while snugging up cord by pulling around lacing hook toward center of screen. Always pull lacing cord around hook and always pull cord toward center of screen. NEVER pull against screen grommet away from screen edge. As the top of screen is laced across the temporary suspension straps are removed. Tie off screen at top right corner with a triangular tie. Next lace bottom of screen in same manner, then the left and right sides. Tie off each cord at each corner in a triangle. Never tie off at any place except the four corners.

9. Be sure to have an even light tension the first time around. Snug up lacing cord to proper tension gradually. In the event wrinkles occur, do not attempt to remove them by pulling up on a few individual grommets. The proper procedure is to relieve the tension causing the wrinkles. This can generally be accomplished by aiding slippage of the lacing cord through the grommet or around the suspension hooks. Both hands should be used when doing this. Slight wrinkles will generally flatten out in two or three days without readjusting the cords. Seams, likewise are less apparent after two or three days than when first installed. Remember, the stretching properties of the lacing cord will automatically compensate for all normal screen expansion and contraction.

10. In the event the grommets begin to slip and tear, it is an indication that excessive tension has been applied, and further tightening should be stopped. The screen grommet acts as a fuse in order to protect the center of the screen from tearing or tearing at a seam.

11. Should it be necessary for some reason to install the screen in its frame, with the frame in a flat position over theatre seats, it is important that sash cord or its equivalent is stretched between top, bottom, and side members of the frame in order to give the screen a smooth support when it is unrolled. Great care must be taken when raising the frame into position, to avoid any twisting stress or strain that would damage the screen.

12. Surface dust accumulation may be removed regularly from the front of the screen about once a week with a perfectly clean camels hair brush having long soft bristles or a perfectly clean feather duster. Begin at top brushing lightly and work down. The brush or duster should be thoroughly washed with a neutral soap such as Ivory and thoroughly rinsed after each use. It should be wrapped in a clean container as soon as it is dry and stored in a dry place. The screen brush must not be used for any other purpose. Regular dust removal is essential towards maintaining the screens maximum efficiency.


TEMPORARY SUSPENSION STRAPS
6"
6"
3"
5"
5"
5"
Hold
Screen Roll
Here
Cord threaded properly
for "Stagger Lacing"
Corner "Tie-off"
for "Loop Lacing"
Cord threaded properly
for "Loop Lacing"
Lace Cord
through every grommet
Downward Pull
Permissible
Do Not Touch
Screen Surface
Always pull lacing cord
toward center of screen
Do Not Grasp
Screen Roll Here
Do not permit
Upward Pull
Insert into
Screen Roll
Corner "Tie off"
for "Stagger Lacing"
Support for
Large Heavy Screen
Hold up
Screen Roll
Here
Rest on floor